

**SIERRA SPRINGS OWNEERS ASSOCIATION**  
**Board Meeting Minutes**  
**January 11, 2023**

**Call to Order:** The meeting was called to order at 6:33 pm.  
M/S/C Petersen /Dornbier

**Board Members Present:** Cathy Petersen, President, Jeremy Dornbier, Vice President, Lynda Cardwell, Secretary and Scott Wheeler, Director. Jessikah Cummings, Treasurer attended via Zoom.

**Approved Agenda:**  
M/S/C Petersen/Dornbier

**Meeting Agenda**

Board will adopt the agenda and approve the consent calendar with one motion. Any Board or Association Member may request an item on the consent calendar be moved to the Association calendar for discussion.

**Executive Meeting was held on Wednesday, January 4, 2023 at 5:30 pm**

In attendance: Board Members: Cathy Petersen, Scott Wheeler, Jeremy Dornbier, Jessikah Cummings, and Association Manager Shelly Thompson. Lynda Cardwell attended via Zoom.

**Executive Committee Items of Discussion:**

**Board met with the property owners at Unit & Lot # 003-283 & 003-284 regarding drainage issues.** *Board decision was that this was not SSOA's responsibility.*

**Collections:**

- 004-349 - revisit - voted to proceed should be lien & hold - *Consent Calendar*
- 021-052 - revisit - voted to proceed should be lien & hold - *Consent Calendar*
- overview of Collections and Small Claims Court - *SSOA to proceed to Small Claims Court for fines*

**Fire Fines**

- 021-004 - Extension until 01.01.2023 - *no progress proceed w/ disciplinary Action effective 01.01.2023 - Consent Calendar*
- 021-005 - MC - Reverse Fine - *Consent Calendar*

**Water Lines to Lodge** - *no further action at this time*

**Legal Representation** - stay with Davis-Sterling or go with Alex - *decision made to stay with Davis-Sterling*

**Bids for outside Electrical Lines** - *Board determined what/where placement of lines/lights Waiting for bid.*

**Lodge Appraisal for Insurance Coverage** - *Shelly to look for Commercial Appraisers for bids*

Cathy Petersen made a motion to adopt the Executive Meeting Minutes. Scott Wheeler seconded the motion.

**Consent Calendar:**

Cathy Petersen made a motion to approve the Consent Calendar as presented. Jessikah Cummings seconds the motion.

**Collections:**

- 004-349 - revisit - voted to proceed should be lien & hold
- 021-052 - revisit - voted to proceed should be lien & hold

**Fire Fines**

- 021-004 - Extension until 01.01.2023
- 021-005 - MC - Reverse Fine

**CC&R Fine**

002-129 – Storing lumber & tractor on Association Property fine effective 02.01.23

**APPROVE MINUTES FROM: December 14, 2022**

Jeremy Dornbier made a motion to approve the December 14, 2022 Minutes as presented. Scott Wheeler seconds the motion.

**APPROVE EMERGENCY BOARD MEETING MINUTES FROM: December 21, 2022 at 5:00 pm.**

Approved change in Association bank Accounts from Enterprise Bank to US Bank.

Scott Wheeler made a motion to approve the new bank accounts. Lynda Cardwell seconds the motion.

**OPEN FORUM:** Member Ken Inman, wanted to know why there was a dues increase for 2023. It was explained that dues have not been increased in 3 years and with the cost increase in power, water, gas, insurance, etc, it was necessary to increase dues \$5 a month.

**Manager’s Report:**

- Received the final from the County on the 2 new 200 amp panels at Lodge.
- Tree work has been completed on the 4 acre greenbelt access lane and the large multi trunk Oak tree in the Meadow.
- The Lodge is rented tomorrow, January 12<sup>th</sup>
- Several Trees have fallen on the walking trail off of Sierra Springs Drive below the Lost 5 acre greenbelt. Property Owners should be responsible for removing & clean-up of trees?

**Treasurers Report:** Treasurer, Jessikah Cummings

**DECEMBERS TREASURER’S REPORT**

Finances are in good shape. It appears that we are on budget for 2022.

Bank Balances: December 31, 2022

|                         |              |
|-------------------------|--------------|
| Operating Account       | \$ 27,728.08 |
| Debit Card              | \$ 3,595.75  |
| Capital Reserve Account | \$ 88,786.91 |
| Forest Fund             | \$ 64,374.52 |
| Road Fund               | \$ 78,782.18 |
| Edward Jones Investment | \$214,686.56 |

**Fire Safety Committee:** See attached Fire Safety report submitted by Les Richards.

**Road Committee:** Bill Campbell, Chairperson for the Road Committee state three years ago an inventory of the non-county maintained roads, culvert pipes were inspected. Several of the culvert pipes were repaired by a Contractor. The large culvert pipe by the EID pump house is in need of repair. Bill is working with Department of Fish & Wildlife to slow the flow of water in the creek. Bill will keep the Board updated as this project progresses.

**CC&R Committee:** Cathy Petersen stated that CC&R inspections will be done once the weather permits.

**Events Committee:** None

**01-A01 – Transfer of Gravel** – Discussed purchasing 10 yards of gravel for areas in the Common Area as needed. Cathy Petersen made a motion to approve purchasing gravel, not to exceed \$650. Jeremy Dornbier seconds the motion. M/S/C Petersen/Dornbier 5-0 motion carries

**01-A02- Small Claims Action** – Discussed pursuing Small Claims Action with Allied Trustee Services to collect outstanding fines owed to the Association. Here is Allied Trustee Services response to proceed with Small Claims action.

*\*\*You had previously inquired about pursuing Small Claims for fines only and I needed to check with management due to the class action judgment that was obtained recently against ALS/Swedelson-Gottlieb. As part of his decision, the judge said no collection fees can be added to an owner's account if there are no delinquent assessments owing. With that said, Allied can do Small Claims, but Allied's "fees" cannot be passed on to the owner in the absence of a delinquent assessment. Costs would be okay per Civil Code 5975©.*

*Allied's estimated fees for Small Claims is \$475.00 per file and would not be able to be added to the owner's account. In other words, the Association would have to pay the bill for the fees, not the owner. The costs (court filing fee and process service) could be added to the owner's account. Since the Association would be responsible for the fees, Allied will be willing to charge 1 set-up fee, not charge a Pre-Civil Recovery Letter fee (normally estimated \$260.00) and charge only one appearance fee for each day we appear in Small Claims Court (normally \$510.00). This would apply for a minimum of 10 files submitted at one time. Since we have some availability we can offer this accommodation to the Association now, but we would need all the fines only files within 3 months. If there is at least one delinquent assessment owing, and the Association wanted to include it in the Small Claims action, we would then charge all fees and costs since they can be added to the owner's account.*

Jeremy Dornbier made a motion to proceed with Small Claims Action once the Board & Fire Safety Committee identify the criteria for Small Claims Action. Scott Wheeler seconds the motion. This item will be carried over to the February Executive Meeting to identify the criteria.

M/S/C Dornbier/Wheeler 5-0 motion carries

**Cathy Petersen made a motion to adjourn the meeting at 7:35 pm. Jeremy Dornbier seconds the motion. M/S/C Petersen/Dornbier 5-0 motion carries**